

COMAP REPORT

The Governor's Commission on Management and Productivity

February 1, 1996

Office of Administration Commissioner Richard A. Hanson has been selected as State Executive of the Year, a national recognition by the Federal Executive Institute Alumni Association. He will receive the award in February at the Federal Executive Institute's Executive Forum in Reston, Virginia.

Nominated by Governor Carnahan, Hanson was selected for his role in the Governor's **COMMISSION ON MANAGEMENT AND PRODUCTIVITY (COMAP)**, a role described as pivotal in implementing the development of a total compensation policy for state employees; implementing a strategic and information technology planning process; creating a comprehensive debt management policy; and assisting in passage of reform legislation.

**COMAP Brings
National Award
to Commissioner**

Legislative efforts included: a rewrite of the state purchasing law, which had not been done since 1939; the rewriting of state building and construction statutes; and the funding of reserves for maintenance and repair of state buildings.

The Commissioner oversees statewide administrative and support functions, and directs about 1,000 employees in the Office of Administration. He has been in state government for 22 years.

Automation

Office of Information Technology

The Office of Information Technology, through the establishment of information technology software standards, and using the combined purchasing power of various agencies of state government, will realize savings of over \$2,500,000 over the next year.

Data Center Consolidation

The Department of Labor and Industrial Relations is in the process of consolidating their mainframe computer operations to the Highway Patrol mainframe computer. A project team of participating departments is working full time to plan the details of additional consolidations. This plan will be complete by May 1.

Information Technology Planning Board

The members that have been appointed to the Information Technology Board are:

CIO	Mike Benzen
Governor's Office	Mike Hartmann
Office of Administration	John Boehm
Agriculture	Robin Perso
Conservation	Gerald E. Ross
Corrections	Ken Hartke
Division of DP&T	Jim Schutt
Economic Development	to be named
Elementary & Secondary Education	David Vanderfeltz
Health	Garland Land
Higher Education	Eldon Wallace
Highways and Transportation	David DeWitt
Insurance	A.W. McPherson
Labor & Industrial Relations	David Mitchem
Mental Health	Bruce Vieweg

Natural Resources	Sherry Boldt
Public Safety	Mike Lynch
Highway Patrol	Major Larry White
Revenue	Rick Moore
Social Services	Melba Price
University of Missouri	Ralph Caruso
National Guard	Lt. Col Robert Moran
Lt. Governor's Office	Matt Benton
Secretary of State's Office	Rebecca Schuster
State Auditor's Office	Max Joyce
Treasurer's Office	Dave Schulte
Attorney General's Office	Sean Curry
Judiciary	Carolyn Steidley
House of Representatives	Gracia Backer
House of Representatives Staff	Mark Ausmus
Senate	Wayne Goode
Senate Staff	David Valentine
Central Mo. State Univ.	Melvin Franz
COMAP	Carolyn Kampeter
Facilitator	Dr. Michael Diamond

Efficient Operations

Merit System Improvements

The legislation to improve the merit system was filed as Senate Bill 773 by Senator Goode and Senator Rohrbach, and House Bill 1146 by Representative Backer and Representative Vogel. Administrative rule changes to implement the legislation are being drafted in anticipation of statute changes.

Consolidations

A bid document for warehousing operations is being drafted and will be issued to compare existing costs to a consolidated approach for some common storage needs.

Council on Efficient Operations

The Lt. Governor, chairperson of the Council on Efficient Operations, is working with the Governor's Office on the appointments for the other members of the Council.

Fiscal Policy

Statewide Safety Program

The State Safety Steering Committee held their first meeting on December 20 to begin the statewide safety project. Occu-Tech, the company selected to develop a written safety and loss control program for the state, introduced themselves and some concepts they will use. Occu-Tech has toured state facilities to assess the current situation.

Financing Policy

The State Treasurer, Bob Holden, will be chairing the Financing Policy Committee and is preparing for the initial meeting. The members that have been appointed by the Governor are:

Gilmore & Bell	Webb Gilmore
Thompson & Mitchell	Rhonda Thomas
Hardwick Law Firm	Herb Hardwick
Treasurer's Office	Bob Holden
Lt. Governor's Office	Roger Wilson
House of Representatives	Sheila Lumpe
Senate	Mike Lybyer
EIERA/Dept. of Natural Resources	Steve Mahfood
Economic Development	Joe Driskell
University of Missouri	Jim McGill
Office of Administration	Jim Carder
Stern Brothers	Don Estell
Mo. Development Finance Board	Bob Miserez
Boatmen's Bank	Bill Dormstaedter
A.G. Edwards	Amelia Bond
University of Missouri-Columbia	Dr. John Forrester

Management Improvement and Customer Service

Service Improvement Process

The Excellence in Customer Service Oversight Committee met on January 4. An updated implementation plan will be developed and reviewed by that committee. The members that have been appointed by the Governor are:

Governor or designee (Chair)	Joe Driskill
Executive Director of the Mo. Office of Excellence in Customer Service	Lois Heldenbrand
Director of Excellence in Mo. Foundation	John Politi
Senator (Democrat)	Ted House
Senator (Republican)	Roseann Bentley
House Representative (Democrat)	Mike Schilling
House Representative (Republican)	Emmy McClelland
Industry Representative	Mark Harris
Industry Representative	John Robb
Industry Representative	Ken Best
State Agency Representative	John Boehm
State Agency Representative	Janette Lohmann
Employee Representative	Marty Martin
Employee Representative (Organized Labor)	Lisa Morowitz
Academic/Consultant	Dean Hubbard

Career Development and Training

A statewide training policy was reviewed and approved by the COMAP Oversight Committee on January 8.

Reward and Recognition

The COMAP Oversight Committee approved of each department developing their own employee reward and recognition program. The State Personnel Managers group will develop guidelines for implementation, to be approved by the COMAP Oversight Committee in February.

Organizational Planning

Strategic Planning

A Governor's Cabinet meeting was held on January 11 to develop statewide issues and goals. After review and approval, this direction will be incorporated into departmental strategic plans. Strategic Planning is now underway in all departments.

Workforce

Total Compensation Policy

The Total Compensation Task Force held their orientation meeting on January 3. Joe Mickes,

Department of Highway and Transportation was elected as the chairperson. The Task Force members that were appointed by the Governor are:

Executive Department Director	Ronald Cates
Executive Department Director	Joe Mickes
Executive Department Director	David Shorr
Personnel Advisory Board Representative	David Harrison
Employee Representative Employee	Alfreda Simmons
Non-Management State Employee	Sharon Mount
Non-Management State Employee	Lorraine Honarmand
House Representative (Democrat)	Gracia Backer
House Representative (Republican)	Bonnie Sue Cooper
Senator (Democrat)	Wayne Goode
Senator (Republican)	John Russell
Private Sector Human Resources Expert	Jackie Kelly

Flexible Benefits

The legislation allowing the Office of Administration to establish and maintain a flexible benefit plan for employees was filed as House Bill 1208 by Representative Backer and as Senate Bill 802 by Senator Johnson and Senator Russell. Such a plan would permit employees to select certain specified employee benefit options based on an amount appropriated for each employee and cost of each benefit.

Health Care

As of January 1, the Department of Labor and Industrial Relations' Administrative Services Section and Division of Employment Security have converted their health insurance coverage to the Missouri Consolidated Health Care Plan, supplying employees a greater choice among insurance providers while saving Missouri's taxpayers \$364,463.

Midpoint-based Salary System

The Governor's recommended budget to the legislature, as outlined in the State of the State Address on January 17, includes a proposal that reflects the midpoint-based salary proposal.

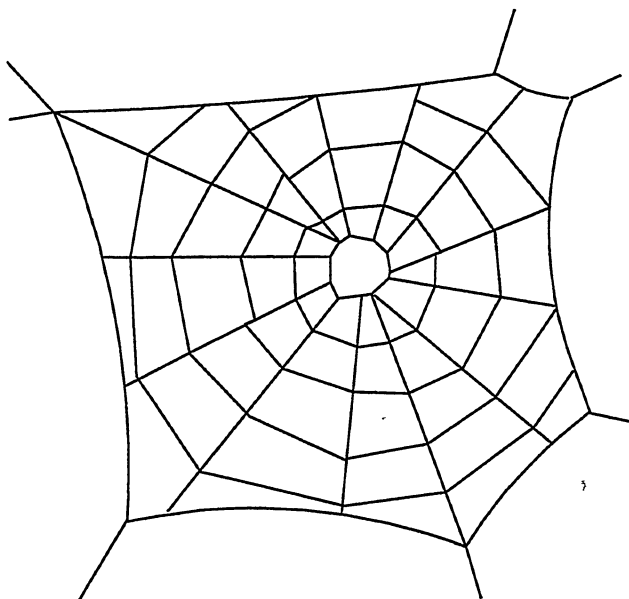
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TO:



Check out COMAP's new WEB site:

<http://www.state.mo.us>

[/comap/index.htm](http://www.state.mo.us/comap/index.htm)

**Please contact Carolyn Swanigan at
cswaniga@mail.state.mo.us with any
comments or questions regarding this site.**

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